

**Cerise Ranch Property Owners Association  
Design Review Board**

**CERISE RANCH PRELIMINARY REVIEW APPLICATION**

Date: \_\_\_\_\_

Lot #: \_\_\_\_\_ Street Address: \_\_\_\_\_

**Owner:** Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

**e-mail:** \_\_\_\_\_

**General**

**Contractor:** Name: \_\_\_\_\_

Colorado License Number: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

**e-mail:** \_\_\_\_\_

**Architect:** Name: \_\_\_\_\_

Colorado License Number: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

**e-mail:** \_\_\_\_\_

**Section I** As the Design Guidelines are modified periodically, and these modifications may not be listed on this Application, it is the responsibility of the owner or his authorized agent(s) to ensure that the design and construction of a project conform with the requirements of the Design Guidelines. The intent of this Application is only to provide a guide for an owner or the architect to ensure a complete

# **Cerise Ranch Property Owners Association Design Review Board**

submittal. However, this application shall be signed, dated, and submitted with the plans package in order for the preliminary submittal to be deemed complete by the Design Review Board. Failure to do so may delay review of the proposal. The Design Guidelines are comprehensive in scope for designing homes within Cerise Ranch. Please review the Design Guidelines carefully prior to presenting a submittal to the Design Review Board.

**Excavation at site may not commence until the DRB has approved construction, foundation and landscape plans.**

The Preliminary Plan submittal package shall consist of the following. Please complete any additional information that is required in the spaces provided below.

- A. Site plan at an appropriate scale (not less than 1/8" = 1'0") showing the location of buildings, building envelope, building setback dimensions, the residence and all buildings or other structures, driveway, parking areas and a grading plan and drainage plan, including existing and proposed topography and a preliminary landscape plan.

The site plan shall clearly indicate undisturbed site grade contours (at one foot intervals) and proposed finished grade contours. Undisturbed site grade contours and a reference bench mark tied to absolute elevations shall be established and certified by a professional land surveyor who is licensed in the state of Colorado. The site plans shall clearly indicate proposed drainage paths and collection points for the completed site. Lots requiring debris flow mitigation must show details of plans for this, including materials, locations and dimensions.

Preliminary landscape plan may be combined on Site plan. Landscape plans shall include the identical final grade contours as the site plan along with elevations and locations of all berms and shall clearly show drainage and all plant types and sizing

- B. Roof plan and floor plan at no less than 1/4" = 1'.
- C. Exterior elevations (all) with both existing and final grade lines at same scale as floor plans with an accurate color rendering of at least the predominant principle elevation at 1/4" = 1'. **At DRC option, a massing model and/or colored, shaded streetside elevation** in appropriate scale illustrating topographical features and the relative mass of the residence to home site may be required with Final Application.

**Note: A, B, C above shall consist of one (1) complete full size set, and one (1) reduced size (11 and by 18) set. An electronic file in PDF format shall also be sent to the Design Review Board Administrator of the site plan indicating the location of all proposed improvements, landscape plan and all exterior elevations. kedquist@usa.net**

- D. Statement of building height: Maximum Height Limit \_\_\_\_\_ Actual Building Height \_\_\_\_\_  
**Actual reference grade on site must be shown along with the height calculation on plans.**

- E. Indication of materials and colors.

Roof \_\_\_\_\_ Siding \_\_\_\_\_

Stone \_\_\_\_\_ Stucco \_\_\_\_\_

Cladding \_\_\_\_\_ Fascia \_\_\_\_\_

# Cerise Ranch Property Owners Association Design Review Board

Soffit \_\_\_\_\_

Other \_\_\_\_\_

F. Exterior material calculations:

Elevations	<u>North</u>	<u>South</u>	<u>East</u>	<u>West</u>	<u>Total</u>
Sq. Ft. of exterior wall:	_____	_____	_____	_____	_____
Sq. Ft. of stone:	_____	_____	_____	_____	_____
Sq. Ft. of stucco:	_____	_____	_____	_____	_____
Sq. Ft. of wood:	_____	_____	_____	_____	_____
Sq. Ft. of windows:	_____	_____	_____	_____	_____

G. \$200 Design Review Fee payable to the Cerise Ranch Property Owners Association. This fee will cover the DRB review and the inspections as required, and is due at Preliminary review.

H. Any and all accessory improvements contemplated on the lot must be shown on the Preliminary Submittal.

I. Any drawing, materials or samples requested by the DRB.

J. Staking: The applicant shall provide preliminary staking at the corners of the residence, building envelope, or other major improvement and at such other locations as requested by the DRB.

K. Construction Methods shall be described in written detail to the DRB during preliminary submittal. All structural factory components fabricated off site shall be disclosed to the DRB during preliminary submittal, together with the proposed on-site construction methods for installing such components.

# **Cerise Ranch Property Owners Association Design Review Board**

*Two copies of all necessary materials for the Preliminary Review must be submitted to the DRB six days prior to your scheduled meeting. To expedite the design review process, be sure that your Preliminary Submittal is complete according to the current Design Guidelines. Incomplete submittals will cause delays in receiving approval. A copy of this application form must accompany the Preliminary Review materials submitted.*

**Section II.** The following questions must be answered in order for the DRB to deem this application complete:

**A. Construction Methods:**

1. Do you intend to use prefabricated wall systems?

Yes                      No

2. Do you intend to use prefabricated components other than roof trusses, cabinetry, foundation panels, metal fireplace inserts, exterior or interior handrails, or prefabricated stairs?

Yes                      No

3. Will the prefabricated wall components be installed and assembled on-site?

Yes                      No

**B. Delivery Methods:**

1. Do you intend to use vehicles requiring any special permits (i.e. CDOT, sheriff, county or bridge approval), or oversized vehicles.

Yes                      No

2. If the answer is yes, have you submitted a delivery schedule?

Yes                      No

**Section III.** Please review the following checklist to assist you in preparing your plans for preliminary review.

GENERAL

- Completed and signed Preliminary Review Application
- Preliminary Review fee \$200.00, made to Cerise Ranch Property Owners Association
- Two sets of plans, one set of which is in 11" by 18" reduced size.
- All drawings must have a title block (including all pertinent information)
- Drawings must provide the name and address, and telephone number of the lot Owner and all professionals responsible for the preparation of the submission.

SITE PLAN

- North Arrow and graphic scale, minimum scale of 1/8<sup>th</sup> " equal 1 foot.
- Property boundary, recorded building envelope/building setbacks and easements.
- Walks, patios, fences, retaining walls etc.
- Driveway, parking (show the 3 required spaces) and turnaround areas-specify surface materials.
- Existing & Finished Grading-showing contours at 1 foot intervals.
- Location of utility extensions and meters, show location as they meet the home.

# **Cerise Ranch Property Owners Association Design Review Board**

- Construction staging issues, parking for subcontractors, access, drainage issues.
- Topographic Survey.
- Existing and finish grading showing contours at 1 foot intervals.
- Soil Investigation & Foundation Recommendation.
- Storm water/runoff control, debris flow control, show methods and locations, specifically culvert at drive if necessary.
- Any other proposed improvements or auxiliary construction.

## EXTERIOR ELEVATIONS

- All four exterior views, minimum scale of \_ “equal 1 foot . Show maximum building height on colored principal elevation.
- Identify all exterior materials and colors on the elevations.
- Show existing and proposed grades, and building outline as it meets grade.
- Neighbor impacts-Exterior residence and landscape lights, garage entry, refuse storage, AC units, satellite dishes, irrigation tank, pump and intake structure.
- Proposed locations of exterior lighting, gutters and downspouts.
- Indication of all roof pitches.
- Building massing and proportion.
- Scale and relation to site, include site contour.

## FLOOR PLANS AND ROOF PLANS

- Use of each room, minimum scale of \_ “ equal 1 foot. .
- Complete dimensions including elevations of each floor level.
- Square footage per floor and total square footage for residence.
- Adjoining decks or patios.

## PRELIMINARY LANDSCAPE PLAN

- Existing and proposed contours and drainage patterns--showing contours at 1 foot intervals. . Berms are not to exceed 5 feet in height or 2:1 grade
- Existing improvements and natural features-tree canopies, streams, ditches, ponds, wetlands, rock outcroppings etc.
- Existing trees, protection for existing trees, other existing vegetation – identify all that are to be removed.
- General massing of proposed evergreen and deciduous trees, and areas of proposed ground covers.
- Landscape plan submittal to include irrigation, grading and drainage plans with contours shown at 1 foot intervals.
- Address monument sketch and location, if any.

***Note this Section must be signed in order for the application to be deemed complete***

**Section IV.** I hereby certify that the building plans, site plan and landscape plans as well as the information in this Preliminary Review Application are all accurate and have been submitted to the Design Review Board pursuant to the requirements of the Design Guidelines. As the owner or owner agent I agree that the DRB and the administrator shall not be held liable or responsible in any manner for any action or for any failure to act in the exercise of their responsibilities under the Cerise Ranch Property Owners Association Covenants, Conditions and Restrictions, if the action or failure to act was in good faith and without malice.

**Cerise Ranch Property Owners Association  
Design Review Board**

\_\_\_\_\_ (please print name)

\_\_\_\_\_ (signature line)  
Owner/Owner Agent(s)

Date \_\_\_\_\_